

**ANNOUNCEMENT OF FUNDING OPPORTUNITY
FOR FAITH- and COMMUNITY-BASED PILOT PROJECTS**

**STATE OF INDIANA
COMMUNITY CORRECTIONS GRANT ACT**

The Indiana Department of Correction invites proposals for the incorporation of faith- and community based programs that include evidence-based practices or promising and/or innovative approaches into local community corrections plans. For the purpose of this offering, the proposal shall target adults or juveniles on parole or probation, Community Transition Program or who are otherwise eligible for assignment to community correction programs; family units of adult or juvenile offenders; or victims of crime. Community based organizations must indicate how a faith-based influence will be included in the proposed program.

Eligibility

Faith- or community based organizations functional for at least one year at the time of application submission in single or multiple-county jurisdictions that have a Community Corrections Advisory Board(s) [as defined under the Community Corrections Grant Act (CCGA) in I.C. 11-12-2-3] are eligible to submit proposals to the local CCAB for submission to the Department of Correction. The Advisory Board (CCAB) must have been established prior to the September 30, 2004 deadline for the Letter of Intent related to this funding opportunity. Only one (1) proposal may be submitted to the Department of Correction by a local CCAB.

Funding

The Department of Correction may support the operation of a faith- or community based program for up to 36 months beginning March 1, 2005, through February 29, 2008, based upon the proposals submitted. Annualized grant awards will not exceed \$50,000 annually. Programs/Services must demonstrate the commitment and capacity to initiate funded programs by March 1, 2005 and continue through incorporation into a revised local community corrections plan. Those jurisdictions that submit successful proposals will be invited to submit amendments to their FY '03-'05 (current) CCGA contract.

In making funding decisions, the Department will seek the advice and recommendations of interested parties including State and local governmental agencies and faith-based and community organizations. The Commissioner of the Indiana Department of Correction shall make the final decision regarding funding awards.

Funding received through this offering shall be used for programs or services only. Funds shall not be used for equipment, capital projects, or to supplant current funding, duplicate existing services or shift the cost of providing any programs or services. Expansion of existing evidence-based, promising and innovative programs will be considered for funding.

A centralized, independent evaluation of all programs funded under this offering will be conducted and all funding recipients shall cooperate with submission of selected data and other related information. Subject to funding availability, pilot projects may receive continued funding if proven effective.

Helpful Resources

An informational meeting, open to all interested parties, will be held September 15, 2004, 1:00 p.m. – 3:00 p.m., Conference Center Room B, 1st Floor Indiana Government Center South, 302 West Washington Street, Indianapolis, Indiana.

Those who may wish to attend include Community Corrections Advisory Board members and Directors; and those interested in applying for program funding, e.g., faith and community based organizations, victim advocacy organizations, charitable organizations, and prison and reentry ministries. Resources regarding restorative justice principles, reentry issues, evidence-based practices and programs, contracting with state agencies, relevant web sites, examples of faith-based initiatives, Indiana Offender Reintegration Project, Community Corrections, etc. will be available.

Types of programs/services that may be considered include, *but are not limited to*, life skills training, cognitive-behavioral programs, housing, job training/placement, mentoring, transportation, services to families and children, victim support and/or advocacy, and community crime prevention efforts.

Persons preparing responses to this announcement are encouraged to refer to:

- The Department of Correction's Community Corrections Procedural Manual
- Community Assessment Accountability Restoration and Reintegration Services (C.A.R.S.), Indiana Department of Correction's Response to the "What Works" Paradigm, Indiana Department of Correction, Community Corrections Division, August 2003.

Please contact Janet Pittman, Administrative Assistant, Community Corrections Division, Indiana Dept of Correction at 317/ 232-5767 or via email at jpittman@coa.doc.state.in.us if you need assistance in obtaining any of the above-referenced resources or for questions involving the funding process. General inquiries regarding the grant program may be addressed to Mike Brown, Director, Community Corrections Division, (317) 232-5722.

Religious Activities

- A religious (faith-based) organization that contracts with the State does not, by contracting with the State, lose the exemption provided under Section 702 of the Civil Rights Act of 1964 (42 U.S.C. § 2000e-1 (a)) regarding employment practices.
- A religious or charitable organization is eligible to be a Grantee on the same basis as any other private organization. The Grantee retains its independence from state and local governments, including the Grantee's control over the definition, development, practice and expression of its charitable or religious beliefs. Except as provided by federal law, State shall not interpret this agreement to require a religious or charitable organization to alter its form of internal governance or remove religious art, icons, scripture, or other symbols. Furthermore, if a religious or charitable organization segregates the government funds provided under the agreement, then only the financial assistance provided by these funds will be subject to a limited scope independent audit, pursuant to 42 U.S.C. § 604a (h)(2). However, neither selection of a religious or charitable organization that provides social services, nor the expenditure of funds under this agreement is an endorsement of the Grantee's charitable or religious character, practices, or expression. The purpose of this agreement is the provision of social services; no State expenditures have as their objective the funding of sectarian worship, instruction, or proselytization.
- A religious or charitable organization that provides social services under this agreement shall reasonably apprise all assisted individuals of the following: "Neither State selection of a religious or charitable organization that provides social services nor the expenditure of funds under this agreement is an endorsement of the provider's charitable or religious character, practices, or expression. No provider of social services may discriminate against you on the basis of religion, a religious belief, or your refusal to actively participate in religious practice. If you object to a particular provider because of its religious character, you may request assignment to a different provider. If you believe that your rights have been violated, please discuss your complaint with your provider or notify, either in writing or by telephone, Mike Brown, Director of Community Corrections Division, 304 W. Washington St., Indianapolis, IN 46204, (317) 232-5722."
- Section 104 of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, 42 U.S.C. § 604a, sets forth certain additional rights and responsibilities for religious and charitable organizations that provide social services, certain additional rights of assisted individuals, and certain additional responsibilities of the State to these providers and assisted individuals. This agreement is subject to those additional rights and responsibilities.

- Notwithstanding subparagraphs A. through D. above, Grantee agrees that activities conducted with funding obtained through this agreement shall be non-sectarian in nature and that religious activities shall not be included in any activities to be conducted hereunder.

Definitions

The following definitions apply to this proposal:

- Faith-based organization: Typically a church, synagogue, mosque, parish or non-profit national network or religious organization established as an expression of an individual's or faith group's religious ministry, calling or belief, initiated by a religious organization or closely aligned with a specific religion, denomination, or congregation.
- Evidence-based practices are specific practices, grounded in research findings. E-BPs are interventions for which there is consistent, scientific evidence showing that they reduce risk factors and enhance protective factors resulting in improved client outcomes and quality of life.
 - Risk factors include, but not limited to, history of drug or alcohol abuse, criminal history, low educational level, lack of social/life skills, lack of job skills, problematic family/marital relationships, and mental/emotional illness.
 - Protective factors reduce or prevent risk of criminal behavior or recidivism. Examples include: pro-social companions and relationships, pro-social leisure and recreational activities, appropriate employment, appropriate housing accommodations, pro-social attitude and way of thinking.
- Promising or Innovative practices: those that follow the proven principles of "evidence based practices" but have not been in existence long enough for program evaluators to validate that the intervention is effective.

Selection Criteria

1. Documented readiness of the Community Corrections Advisory Board to implement promising or evidence based practices within a coordinated system, based on completed needs assessment, current programs and practices, dialogs and collaborative efforts.
2. Clarity and completeness of proposal including:
 - a) Definition of the population to be served (adults or juveniles on parole or probation, Community Transition Program or who are otherwise eligible for assignment to community correction or juvenile justice programs; families or children of incarcerated adults/juveniles, or victims of crime)
 - b) What assessment tool(s) or other criteria will be used to identify candidates,

- c) Where assessment tools are used, how the assessment process will be institutionalized and funded, and how the information will be used.
 - d) Identify services that will be provided to address client risks and needs and enhance strengths and protective factors.
 - e) Identify gaps in services and how they will be addressed.
 - f) Identify agencies that will provide needed services.
 - g) What resources (dedicated staff, staff support, in-kind and cash) are committed to match the requested grant funds, (shall total at least 20% of the requested grant award).
 - h) Provide job descriptions and qualifications of all service providers.
 - i) If a faith-based organization, philosophy of provider(s) regarding working with persons of any or no faith.
 - j) If a community-based organization, describe the manner in which the faith-based influence will be incorporated into the proposal, including services to be provided and the philosophy of working with persons of any/or no faith.
 - k) How the program/service will relate to existing CCGA-grant-funded components.
 - l) What training will need to be provided, who will need to receive training and how it will be provided.
 - m) How promising, innovative, evidence-based or “What Works” concepts and program models will be incorporated into the program.
 - n) Submit a user-fee schedule, if applicable. Explain how user-fees shall be implemented and utilized including, addressing multiple user-fee responsibilities of the targeted population.
 - o) Document a commitment to gathering standardized data and cooperating with the Department of Correction and appointed independent evaluator.
3. Explanation of how program shall relate to the *Indiana Offender Reintegration Project*. The State of Indiana is participating in the model reentry project entitled, “Transition from Prison to Community Initiative” developed by the National Institute of Corrections. The model is designed to promote successful offender community reintegration by implementing ‘What Works’ in a case management approach to effectively address individual offender risks and needs. This *Project* will require reallocation and effective use of resources as well as forming and sustaining partnerships with human services agencies and community resources to meet the needs of reintegrating offenders.
4. Clear documentation that grant funds will expand the jurisdiction’s resources and capacity to provide programs for the target population and

not shift current funds and other resources that have been provided to the target population.

5. Commitment and capacity to collect data on processes and outcomes, presentation of a clear description of proposed measurable outcomes and who will be accountable for submitting, collecting, aggregating and reporting data.
6. Letters of commitment and support from key persons, boards and agencies including the CCAB, the county executive, sheriff, prosecutors, judges, other elected officials, public defenders and other criminal justice and juvenile justice and human services stakeholders, the local bar association. In addition, letters of commitment and support from faith- or community based organization's board and/or trustees, local ministerial association and/or interfaith council, religious/denominational judicatory, organization's regional or national headquarters.
7. Evidence that the faith- or community based organization is already engaged in programs/services to targeted populations as described in this document.
8. Evidence that grant funds and accounting will remain separate from faith-based organization's funds designated for religious/religious education purposes.
9. Evidence that the program/services to be provided shall not promote a religious belief, doctrine, or practice.
10. Evidence of compliance with state and local health and safety regulations including insurance liability.

Format of Proposal

The proposal shall be submitted on the Program Component Description form, Section B and Budget Sections C and D as well as the Quantified Local Support for Community Corrections Programs form. A cover letter is to be included with the proposal indicating whether or not the proposal has been approved by the CCAB. If the proposal has not been approved by the CCAB, indicate the date by which the proposal will be acted upon by the Community Corrections Advisory Board. The cover letter shall also reference all letters of commitment and support included with the proposal from agencies and organizations involved in the development of the proposal.

The budget, including all sources of proposed funding shall be placed on the standard Community Corrections Grant Act budget forms contained in the Community Corrections Procedural Manual, Bulletin #2 after the Program Component Description.

Attachments may be affixed including letters of commitment and support, memorandums of understanding/agreement, relevant needs assessment, proposal-related data, literature citations, staff resumes and job descriptions, tables of organization, flow charts and explanation of in-kind contributions.

Candidates seeking funding under this offering are required to submit the original and 5 complete copies of the proposal.

Closing Date

Letters of intent to submit proposals must be received by 5:00 p.m. on **September 30, 2004** (Indianapolis time). Letters of intent must be signed by one or more of the following: county executive, Community Corrections Advisory Board chair, or other elected county official.

The deadline for filing the complete proposal is 5:00 p.m. (Indianapolis time) on **November 1, 2004**.

Place Due

Completed proposals must be sent to: Community Corrections Division, Indiana Department of Correction, 302 West Washington St., Room E-334, Indianapolis, Indiana 46204, Attn: Janet Pittman, Administrative Assistant.